



# Who is Eligible?

## ELIGIBLE SCHOOLS:

- ✓ Schools serving grades Kindergarten through 8<sup>th</sup>
- ✓ Both public and private schools

## ELIGIBLE PROJECT SPONSORS:

- ✓ Government entities (municipalities, school districts, public agencies, etc.)
- ✓ Not-for-profit organizations

# What Can Be Funded?

✓ Infrastructure projects- improve the physical or 'built' walking and bicycling environment around schools (70-90% of total program)

Local Road Authority (Municipality, Township, County, Park District) may apply.

Schools MAY NOT apply for infrastructure.

# What Can Be Funded?

✓ *Non-infrastructure projects*- activities that educate or encourage safe walking and bicycling for students (10-30% of total program)

Schools, Non-Profit Organizations and Road Authorities may apply.

# Eligible Activities

## Infrastructure

- Sidewalk improvements
- Traffic calming/speed reduction
- Traffic control devices
- Traffic diversion
- Pedestrian and bike crossing improvements
- On-street bike facilities
- Off-street pedestrian and bike facilities
- Secure bike parking facilities

## Non-infrastructure

- Education: equipment and supplies, curricula, training costs
- Encouragement: modest incentive items, publicity and promotions costs
- Enforcement: equipment, officer & crossing guard training, parent/student patrol program costs
- Evaluation: data gathering, analysis and reporting costs

# Ineligible Activities

- Recurring and operational costs (salaries, overhead)
- Reorganization of drop-off and pick-up zones primarily to benefit drivers
- School bus safety programs
- Bus stop improvements

# How is funding administered?

- Sponsor writes agreement with IDOT
- Sponsor acts as administrative agent
- Funds are provided on reimbursement basis
- Process for NI projects takes 3-4 months
- Process for INF projects takes up to 3 years

# Project Review/Scoring

1. Demonstration of need
2. Potential for reducing child injuries and fatalities
3. Potential for encouraging increased walking and bicycling among students
4. Identification of safety hazards
5. Identification of current and potential walking and bicycling routes to school
6. Consultation and support for projects by school-based associations, local traffic engineers, local elected officials, law enforcement agencies, and school officials.
7. Proximity to parks and other recreational facilities



# Previous Funding Cycles

## 2007

**298 funding applications received, including 1049 projects**

**\$77,731,174 total requested**

- Non-infrastructure: 5% of all requests
- Infrastructure: 95% of all requests

**\$8,337,721 awarded**

- Non-infrastructure: 9% of funds awarded
- Infrastructure: 91% of funds awarded

## 2008

**198 funding applications received\*, including 376 projects**

**\$27,916,275 total requested**

- Non-infrastructure: 7% of all requests
- Infrastructure: 93% of all requests

**\$13,701,350 awarded**

- Non-infrastructure: 6% of funds awarded
- Infrastructure: 94% of funds awarded

– \*Applications guidelines revised after 2007 cycle.

# School Travel Plan

- Online Only
- Check box system
- Can attach documents, pictures and maps
- Submit by 5:00 PM on November 1 for feedback and opportunity to make changes
- Final Deadline November 12, 2010, 5:00 PM
- NO LATE PLANS WILL BE ACCEPTED

## ILLINOIS SCHOOL TRAVEL PLAN

YOUR SCHOOL/COMMUNITY'S NAME

DATE



Let's go on-line...

[www.dot.il.gov/saferoutes](http://www.dot.il.gov/saferoutes)

# Application

- Online Only
- Check box system
- Some information transfers from the approved School Travel Plan
- Attach documents, pictures and maps
- Submit by 5:00 PM on December 15, 2010
- NO LATE APPLICATIONS WILL BE ACCEPTED

## Illinois Safe Routes to School Program Application

Please read instructions carefully. All relevant sections of this application, as well as a corresponding School Travel Plan, must be completed for the application to be considered for funding by IDOT. Please see the [Illinois Safe Routes to School Program Application Guidance](#) for assistance in completing this application.

### Review of Sections:

- A. Contact Information Sheet
- B. General Project Focus
- C. Demonstration of Need
- D. Hazards and Barriers
- E. Potential for Improving Walking and Bicycling
- F. Project Detail and Cost-Estimate
- G. Consultation and Support

### Application Checklist

- ☐ School Travel Plan submitted and Approved
  - ☐ Application Sections A and B completed for sum of all proposed projects
  - ☐ Application Sections C through G completed for each individual proposed project
  - ☐ Resolutions or Letters of Support obtained from the following parties:
    - *Infrastructure applications:* Jurisdictional authority and school district(s)
    - *Non-infrastructure applications:* School district
    - *Optional – all applications:* Additional letters of support from partner agencies and organizations
  - ☐ Resolutions or Letters of Support uploaded
- Optional:**
- ☐ Supplemental supporting materials uploaded

### Important Dates

- |                       |   |
|-----------------------|---|
| <b>March 1, 2007</b>  | Call for Applications opens                                     |
| <b>April 30, 2007</b> | School Travel Plan submissions due to Illinois DOT by 5:00 p.m. |
| <b>May 31, 2007</b>   | Application submissions due to Illinois DOT by 5:00 p.m.        |

### For all questions regarding the Illinois Safe Routes to School Program, contact:

Megan Holt, Illinois Safe Routes to School Coordinator

Phone: (217) 785-2932

Email: [SafeRoutes@dot.il.gov](mailto:SafeRoutes@dot.il.gov)

Illinois SRTS web site: <http://www.dot.il.gov/saferoutes/index.html>

## Let's go on-line...

## [www.dot.il.gov/saferoutes](http://www.dot.il.gov/saferoutes)

# Best Practices for Successful Plans and Applications

Applications should show a collaborative effort encompassing multiple stakeholders and showing broad community support.

Utilize a comprehensive School Travel Plan team, including such members as:

School District Officials - Municipal Officials & Engineers - Teachers and Coaches - County Officials & Engineers - School Nurse - City Planner - School Transportation Director - Law Enforcement - School Crossing Guards - Public Health Professionals - Parents - Local Businesses - Non-Profit Organizations - Bike/Ped Advocates

Also consider working with the employees of your local MPO, RPC or IDOT Local Roads Office – while they may not be a part of your school's team, they can provide expertise on Safe Routes implementation.

Solid Planning – Activities in the application are well thought out and well described.

Detail, Detail, Detail – Provide a detailed budget and plan for implementation of project.

Provide all pertinent crash and fatality data.

Provide information collected through the use of the parent surveys and student travel tally.

Show the numbers of children living within 1 mile (potential walkers) and 1.5 miles (potential cyclists) of the school.

Show the number of schools and students helped by the project.

Show a cost benefit to the project – show a lot of “bang for the buck”.

Be careful/aware of contingencies – basing the success of a project upon the funding of another.

Provide clearly labeled, supportive documents for each application.

Don't treat the application as an afterthought – put plenty of effort into it!

### **Best Practices: Tips for Infrastructure (Engineering) Applications:**

Show clearly that the improvements are targeted to students and schools instead of just being a way to fill in the current infrastructure needs of the town.

Utilize your county or municipal engineer in creating plans and estimates for projects. Please note that any costs incurred during the planning or application process are NOT eligible for reimbursement.

Identify a “trunk route” – the main route that students will be taking to get to their schools – along with the smaller (branch) routes that connect to it.

## **Best Practices: Tips for Non-Infrastructure (Enforcement, Education, Encouragement and Evaluation) Applications:**

Make it clear that, for any non-infrastructure, there are currently Safe Routes in place.

Include information about how members of the community agency or teaching staff will assist with the implementation of Safe Routes in your school/community

**MOST IMPORTANTLY:  
IF YOU HAVE QUESTIONS, PLEASE CONTACT  
MEGAN HOLT SWANSON, IDOT SAFE ROUTES  
TO SCHOOL COORDINATOR, at:**

**217-785-2932**

**[DOT.SafeRoutes@illinois.gov](mailto:DOT.SafeRoutes@illinois.gov)**



# Upcoming SRTS Training Opportunities

## **IDOT**

October 19, 2010

- 12 - 1 PM

- The On-line Application

- Reserve your Webinar seat now at:

<https://www2.gotomeeting.com/register/211509643>

## **Safe Routes to School National Course – CMAP, Active Transportation Alliance and TY Lin**

October 13 - Aurora

October 15 - Winfield

October 22 - Batavia

October 26 – Steger

## **Active Transportation Alliance**

Thursday, October 14

1-3 PM

Why Safe Routes Matters Training

Belleville, IL 62220

Contact Heather Schady at

[heather@activetrans.org](mailto:heather@activetrans.org) to RSVP

**[www.cmap.illinois.gov](http://www.cmap.illinois.gov)**

